



**ASSOCIATION OF COLLEGE & RESEARCH LIBRARIES
COMMUNITY AND JUNIOR COLLEGE LIBRARIES SECTION**
ALA Midwinter Conference—Philadelphia

Executive Committee Meeting I
Sunday, January 26, 2003 9:30 AM-11:15 AM
Marriott Hotel, Room 413

1st DRAFT March 16, 2003

ATTENDANCE: Cynthia Steinhoff, Section Chair; Imogene Book, Archivist; Marianne C. Rough, Vice-Chair and Chair Elect; Christine Godin, Secretary; Cary Sowell, Guest; Susan Maltese, Newsletter Editor; Paula Asch; Carolyn Norman, Guest; Bob Rose, ACRL Board Liaison; Barbara Alper.

CALL TO ORDER, WELCOME AND INTRODUCTIONS: Cynthia Steinhoff called the meeting to order at 9:35 AM. Cynthia welcomed everyone attending the meeting to the conference. All of the attendees introduced themselves around the table.

APPROVAL OF AGENDAS: Suggestions and corrections to the agendas included:

- Add time for announcements before adjournment
- A change of name for Paula Asch was added
- Cary Sowell's name was corrected in one place

Barbara Alper moved, seconded by Carolyn Norman, to accept the agenda.

MINUTES: Carolyn Norman moved, seconded by Susan Maltese, to approve the minutes from previous meetings at ALA Annual, July 2002. Imogene Book requested that minutes be sent to her in hard copy for the archives.

UNFINISHED BUSINESS: There was no unfinished business.

OFFICER REPORTS:

Chair: Cynthia led a discussion about the possibility of virtual meetings, to address the continuing issues of costs and time to attend conferences. The College Library Section had used this method and we will watch them for developments and evaluation. Carolyn Norman told us of the California initiatives on holding online meetings. Several possible software programs are available for teleconferencing. Imogene Book asked if the section budget could cover the costs of virtual meetings; Bob Rose mentioned that Council has strong opinions on having meetings open, virtual or otherwise. LRR is doing a chat meeting in March. R&P is having an audio conference in February.

Vice Chair: Marianne Rough mentioned that the ACRL Program Planning Committee is short on costs for Toronto. She also said section programs are getting very expensive.

Secretary: Christine Godin asked that anyone giving a report also send her the report by email for inclusion in these minutes. (No reports received as of March, 2003) except for comments from Carolyn Norman.

Membership: Concerns about the fluctuating numbers of members (drops and adds each month) need to be addressed. Letters from Cynthia to those who dropped ACRL membership will be mailed shortly. We have 200 new members, with about 50-60 who dropped.

ACRL Liaison: Bob Rose commented that not much of the legislative update was related to community colleges. He encouraged meeting attendees to go to a luncheon at Loew's Hotel to meet the candidates for ACRL leadership. A free lunch will be provided. Bob also indicated they are looking for reporters for the ACRL publication, College and Library News.

Standards Committee: Cary Sowell reported that the new task force on standards met on Saturday afternoon. Our section expressed support and interest in developing standards for all types of academic libraries and putting them in one document. Drafts will appear in C&RL News in April for review. There will possibly be an open hearing in Toronto OR a web survey. Cary said toolkits need to be developed to use the standards and that greater efforts to publicize them must be made.

Bibliographic Instruction Committee: Barbara Alper outlined the process needed to change the name of the committee. It was recommended by ACRL that the CJCLS executive board disband the current committee and constitute a new Library Instruction Committee. Carolyn Norman moved, seconded by Imogene Book to disband and reorganize. Membership will vote on this issue in June. (The bylaws do not allow for a name change.) The motion carried.

Past Chair: not present

[Help me here. I have notes about the budget but do not have a reference point like a chair report. Possibly this discussion was with Bob Rose--CG] The section budget is \$1,000.00 to cover expenses throughout the year. These costs include postage for two mass mailings to the membership as well as the printing of the newsletter.

OLD BUSINESS: ACRL claims that many of the community college members do not have email addresses and/or do not list them. In fact, 1/3 of them do not list an email address. "She" [I don't remember who!] will use the listserv to ask that members add an email address to their ALA records.

Carolyn Norman commented that the NCES survey wanted a minimum of a 70% return rate in order to compile and publish results. She urged everyone to be sure to fill out the survey.

Committee chairs were urged to have a presence on the CJCLS website. Linda Winters, Webmaster, can help. Cynthia asked that the minutes be sent to Linda.

ANNOUNCEMENTS:

A reminder about the Association of the Future meeting at 4:30.

Helen Spaulding sent a reminder about the president's program at Toronto. Ernie Ingalls, UMBC President, will be the speaker. There will be a reception at the end, to honor the Academic Library of the Year.

Susan Maltese put in plug for interns to serve with ACRL committees. The deadline is February 17th and apps are available on the web.

Carolyn Norman reported on action in California. She moved that the "Community, Junior College and Library Section urges the Chancellor's Office of the California Community Colleges, the Board of Governors for the California Community Colleges, the Governor and Legislature of the State of California not to suspend the authority of the Board of Governors, California Community Colleges to establish standards for community college libraries."

[I have no note that anyone seconded or that we passed, although I believe we did. Can anyone remember? I really really promise to bring a tape recorder to Toronto!]

Adjournment was at 11:15 AM.